

MANSFIELD TOWNSHIP COMMITTEE MEETING

September 23, 2015

This is a regular meeting of the Mansfield Township Committee. The notice requirements of the law have been satisfied for this meeting by notice to the Star-Gazette and the Express Times of the time, date and location thereof. Notice was also posted on the announcement board located in the Municipal Building.

Roll Call: Mr. Misertino, Mr. Watters, Mrs. Korczukowski, Mayor Clancy

Salute to the flag was performed by all.

APPROVAL OF THE MINUTES:

Mr. Watters made a motion to approve the passage of the minutes from the regular meeting held on September 9, 2015, which was seconded by Mrs. Korczukowski.

Ayes: Mr. Watters, Mr. Misertino, Mrs. Korczukowski, Mayor Clancy

Nays: None

Absent: Mrs. Kocher

Abstain: None

BILL LIST:

Mr. Watters inquired if Finelli Consulting's bill for Duarte was the final bill.

Mr. Finelli explained thus far they've just developed the remediation plan.

Mr. Watters asked about the lease payment for an all wheel drive SUV.

Tom Ferry shared that anything can be leased.

Mr. Watters also questioned the DPW purchase of 30 gal trailer sprayer and asked whether anyone from DPW had gotten their pesticide license.

Mr. Clancy will follow-up with Kevin.

Mrs. Korczukowski made a motion to approve the bill list with addendum, which was seconded by Mr. Misertino.

Ayes: Mr. Misertino, Mr. Watters, Mrs. Korczukowski, Mayor Clancy

Nays: None

Absent: Mrs. Kocher

Abstain: None

Tom Ferry presented the 2014 Audit. Most items of concern have already been addressed or are currently being worked on. A Correction Action Plan was provided.

CLERKS REPORT:

Ms. Hrebenak stated Police Department awning quote was originally quoted for white, need \$50 additional to order a color that matches building.

Mr. Clancy made a motion to order the best color awning, which was seconded by Mrs. Korczukowski.

Ayes: Mr. Misertino, Mr. Watters, Mrs. Korczukowski, Mayor Clancy

Nays: None

Absent: Mrs. Kocher

Abstain: None

Ms. Hrebenak asked for approval of Charitable Solicitation application from Mansfield EMS for Mansfield Plaza entrance at Corey Reed Dr. and Allen Rd. on October 10 & 11.

Mr. Watters made a motion to approve application, which was seconded by Mr. Misertino

Ayes: Mr. Misertino, Mr. Watters, Mrs. Korczukowski, Mayor Clancy

Nays: None

Absent: Mrs. Kocher

Abstain: None

Ms. Hrebenak asked for approval of 50/50 raffle application for Tri-County Fire Co. on October 24, November 7 and December 13.

Mrs. Korczukowski made a motion to approve 50/50 raffle application, which was seconded by Mr. Watters

Ms. Hrebenak asked for approval of Tricky Tray application for Tri-County Fire Co. on November 7.

Mr. Watters made a motion to approve Tricky Tray application, which was seconded by Mrs. Korczukowski

Ayes: Mr. Misertino, Mr. Watters, Mrs. Korczukowski, Mayor Clancy

Nays: None

Absent: Mrs. Kocher

Abstain: None

Mr. Watters asked if Ms. Hrebenak had followed up with mowing company regarding well cap damage. Ms. Hrebenak stated that contact was made and it was conveyed that if anyone had hit the well head with a mower the mower would have been damaged.

FINANCE REPORT:

Mr. Daniels working with Andrew on Audit issues and currently moving forward with physical asset inventory.

EMPLOYEES REPORTS:

Mrs. Fascenelli provided update of upcoming events:

- Drug Take-back on September 26 from 10a-2p – Police Department
- Energy Conservation in Your Town/Environmental Inventory given by ANJEC sponsored by Environmental Commission on October 22 at 7:30pm – Municipal Building
- Free Town-wide Shredding Event on October 24 from 9a-1p
- Sustainable Jersey Annual Luncheon for award recipients on November 17 from 10:30-2:30p, letter of recertification should come soon – Atlantic City
- Electronics Waste/Mercury Thermostat/Large Rigid Plastics/Scrap Metal Recycling Event on November 21 – DPW Garage from 8:30a-12:30p
- Composting Program scheduled for March 19, 2016 at 11am at Pequest Fish Hatchery

- Town-wide Yard Sale scheduled for April 23-24, 2016
- Trying to fit in a Town-wide cleanup, working with DPW Supervisor to determine date.

ENGINEERS REPORT:

Mr. Finelli stated that DEP provided review letter on Watters Rd project. Mr. Finelli stated that he applied for permit by rule, awaiting DEP response.

Mr. Finelli stated that he would be submitting 2016 Municipal Aid Grant applications for Heiser Rd and coordinating with Kevin to determine roadwork for second application. Deadlines are October 12, 2015.

Mr. Finelli showed drawing of Salt shed plan that had been presented to Land Use Board, received Board's approval. Mr. Finelli stated that we are still waiting on Clearspan's foundation plan for site work in order to go out to bid. Sample structure pictures to determine colors were provided and color chosen by Committee.

PUBLIC PORTION:

Mr. Kittle submitted zoning application for a garage which was denied because of code violation which does not allow anything larger than a 150 square foot shed. Indicated there is nothing on paper restricting size of this type of structure.

Mr. Watters indicated Mr. Kittle has neighbor approval and meets setback criteria and mentioned Hoover's approval.

Ms. Hrebenak shared that she had sent Mr. Finelli and Mr. Lavery surrounding town accessory structure ordinance samples, feedback is needed to get this finalized.

Mr. Clancy asked if Mr. Finelli and Mr. Lavery could come up with a recommended accessory structure ordinance.

Mr. Lavery suggested Mr. Kittle, to move forward expeditiously and inexpensively, needs to get written approval from neighbors, while Mr. Finelli and Lavery create an ordinance to be introduced at the Committee meeting on 10/14 for approval on 11/11

A member of Community Prevention came to Invite Committee to show support at local Town Hall meetings sponsored by Warren County Prosecutor and Health Department given by St. Luke's hospital regarding addiction issues.

Mr. Farino spoke regarding prior meeting sign ordinance discussions.

Mr. Farino requested of Council to get details of signage rules for various property types.

Mr. Misertino indicated that municipalities have a right to ban signs, but all or none.

RESOLUTION:

TOWNSHIP OF MANSFIELD COUNTY OF WARREN, STATE OF NEW JERSEY RESOLUTION 2015-92

GOVERNING BODY CERTIFICATION OF THE ANNUAL AUDIT

WHEREAS, N.J.S.A. 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions, and

WHEREAS, the Annual Report of Audit for the year 2014 has been filed by a Registered Municipal Accountant

with the Municipal Clerk pursuant to N.J.S.A. 40A:5-6, and a copy has been received by each member of the governing body; and,

WHEREAS, R.S. 52:27BB-34 authorizes the Local Financial Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and,

WHEREAS, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each municipality shall by resolution certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled "Comments and Recommendations, and,

WHEREAS, the members of the governing body has personally reviewed as a minimum the Annual Report of Audit, and specifically the sections of the Annual Audit entitled "comments and Recommendations, as evidenced by the group affidavit form of the governing body attached hereto; and,

WHEREAS, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and,

WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board, and

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52, to wit:

R.S. 52:27BB-52: A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.

NOW, THEREFORE BE IT RESOLVED, That the Township Committee of the Township of Mansfield, hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

I, Dena Hrebenak, Municipal Clerk of the Township of Mansfield, Warren County, New Jersey do hereby certify the foregoing to be a true and exact copy of a resolution adopted by the Mansfield Township Committee at the Regular meeting held on September 23, 2015.

Mr. Watters made a motion to approve the passage of Resolution 2015-92, which was seconded by Mrs. Korczukowski.

Ayes: Mr. Misertino, Mr. Watters, Mrs. Korczukowski, Mayor Clancy

Nays: None

Absent: Mrs. Kocher

Abstain: None

RESOLUTION # 2015-93 LIEN REDEMPTION

TOWNSHIP OF MANSFIELD
WARREN COUNTY, STATE OF NEW JERSEY

WHEREAS, the Tax Collector of the Township of Mansfield has advised the Committee that the following property has been redeemed and the money due thereon paid to the Township of Mansfield Tax Collector;

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Mansfield this 23rd day of September 2015, that payment is to be made to the certificate holder as noted:

Block	Lot	Address	Lienholder	Cert#	TOTAL REFUNDED
3202	10	Butler Pk	Marvin G Kocher 2013-25 5 Clover Ave Washington, NJ 07882	\$ 1,451.52 Lien	
3202	04	Schafer Rd	Marvin G Kocher 2013-24 5 Clover Ave Washington, NJ 07882	\$3,833.39 Lien	
3202	05	58 Schafer Rd	US Bankcust PC5 Sterling National Tax Lien Services Group 50 S 16 th St Ste 2050 Philadelphia, PA 19102	2014-33	\$5,650.27 Lien

Mr. Misertino made a motion to approve the passage of Resolution 2015-93, which was seconded by Mrs. Korczukowski.

Ayes: Mr. Misertino, Mr. Watters, Mrs. Korczukowski, Mayor Clancy

Nays: None

Absent: Mrs. Kocher

Abstain: None

RESOLUTION NO. 2015-94

WHEREAS, NJSA 54:5-19.1 authorizes electronic tax sales pursuant to rules and regulations to be promulgated by the Director of the Division of Local Government Services, and

WHEREAS, the rules and regulations require a municipality to send three (3) notices of tax sale to all properties included in said sale; and

WHEREAS, the rules and regulations allow said municipality to charge a fee of \$25.00 per notice for the creation, printing and mailing of said notice; and

WHEREAS, in an effort to more fairly assign greater fiscal responsibility to delinquent taxpayers, the Township of Mansfield wishes to charge \$25.00 per for one notice mailed which will be assessed specifically to the delinquent accounts that are causing the need for a tax sale and not to the general tax base.

BE IT RESOLVED by the Township Committee of the Township of Mansfield that a fee of \$25.00 for one notice be established and is hereby authorized and directed to be charged for each notice of tax sale that is sent in conjunction with the 2014 electronic tax sale.

Dated: September 23, 2015

I, Dena Hrebenak, Municipal Clerk of the Township of Mansfield, Warren County, New Jersey do hereby certify the foregoing to be a true and exact copy of a resolution adopted by the Mansfield Township Committee at the Regular meeting held on September 23, 2015.

Mr. Watters made a motion to approve the passage of Resolution 2015-94, which was seconded by Mr. Misertino.

Ayes: Mr. Misertino, Mr. Watters, Mrs. Korczukowski, Mayor Clancy

Nays: None
Absent: Mrs. Kocher
Abstain: None

ORDINANCE:
Second Reading:

Mayor Clancy opened the floor for public comment; seeing no one had any comment the public comment portion was closed

ORDINANCE NUMBER – CA-15-03

AN ORDINANCE OF THE TOWNSHIP OF MANSFIELD, WARREN COUNTY, NEW JERSEY, APPROPRIATING
\$105,191.14 FOR IMPROVEMENTS TO STREETS AND ROADS

WHEREAS, there is a need to improve various streets and roads within the municipality with milling and paving;

BE IT ORDAINED by the Township Committee of the Township of Mansfield, Warren County, New Jersey, as follows:

1. The amount of \$5,191.14 is hereby appropriated from the reserve for streets and roads in the general capital fund.
2. The amount of \$100,000.00 is hereby appropriated from the Capital Improvement in the General Capital Fund.
3. There is no debt incurred by this Ordinance.
4. This ordinance shall take effect immediately after final passage, approval and publication as provided by law.

Mr. Watters made a motion to approve Capital Ordinance CA-15-03, which was seconded by Mr. Misertino.

Ayes: Mr. Misertino, Mr. Watters, Mrs. Korczukowski, Mayor Clancy
Nays: None
Absent: Mrs. Kocher
Abstain: None

Mayor Clancy opened the floor for public comment; seeing no one had any comment the public comment portion was closed.

2015-13

AN ORDINANCE ADDING A CHAPTER ENTITLED "RESIDENTIAL MAINTENANCE CODE" TO THE REVISED
GENERAL ORDINANCES OF THE TOWNSHIP OF MANSFIELD INCLUDING A NEW SECTION TO ESTABLISH
STANDARDS FOR THE REGISTRATION AND MAINTENANCE OF VACANT AND ABANDONED RESIDENTIAL
PROPERTIES IN FORECLOSURE BY CREDITORS

WHEREAS, mortgage foreclosures often result in the abandonment and neglect of residential properties; and
WHEREAS, P.L. 2014, c. 35, authorizes municipalities to adopt ordinances for the purpose of regulating the care,
maintenance, security, and upkeep of the exterior of vacant and abandoned properties for which a creditor has filed
an action to foreclose; and

WHEREAS, it is in the public interest for the Township of Mansfield to establish a mechanism to identify and track
vacant and abandoned residential properties in the Township which are in foreclosure, to establish standards for the

maintenance of those properties and to enforce those standards of maintenance;

NOW, THEREFORE, BE IT ORDAINED by the Township Committee of the Township of Mansfield, County of Warren and State of New Jersey as follows:

The Revised General Ordinances of the Township of Mansfield are amended by the addition of a new Section to Chapter Residential Maintenance Code, to read as follows:

Registration and Maintenance of Vacant and Abandoned Residential Properties in Foreclosure

a. Definitions

1. "Creditor" means a State chartered bank, savings, bank, savings and loan association or credit union, any person or entity required to be licensed under the provisions of the "New Jersey Residential Mortgage Act," P.L. 2009, c. 53 (C.17:11C-51 et seq.), any foreclosing entity subject to the provisions of C. 46:10B-51 (P.L. 2008, c. 127, Sec. 17, as amended from time of time) and any entity acting on behalf of the creditor named in the debt obligation including, but limited to, services.
2. "Vacant and Abandoned" residential property means, consistent with section 1 of P.L. 2010, c. 70 (C.2A:50-73), residential real estate, where a notice of violation has been issued pursuant to Paragraph e. 1 of this Section and subsection b. of section 1 of P.L. 2014, c. 35 (C.40:48-2.12s). Residential property shall further be deemed Vacant and Abandoned where a mortgaged property is not occupied by a mortgagor or tenant and at least two of the following conditions exist:

- (a) overgrown or neglected vegetation;
- (b) the accumulation of newspapers, circulars, flyers or mail on the property;
- (c) disconnected gas, electric, or water utility services to the property;
- (d) the accumulation of hazardous, noxious, or unhealthy substances or materials on the property;
- (e) the accumulation of junk, litter, trash or debris on the property
- (f) the absence of window treatments such as blinds, curtains or shutters;
- (g) the absence of furnishings and personal items;
- (h) statements of neighbors, association management, delivery persons, or government employees indicating that the residence is vacant and abandoned;
- (i) windows or entrances to the property that are boarded up or closed off or multiple window panes that are damaged, broken and repaired;
- (j) doors to the property that are smashed through, broken off, unhinged, or continuously unlocked;
- (k) a risk to the health, safety or welfare of the public, or any adjoining or adjacent property owners, exists due to acts of vandalism, loitering, criminal conduct, or the physical destruction or deterioration of the property;
- (l) an uncorrected violation of a municipal building, housing, or similar code during the preceding year, or an order by municipal authorities declaring the property to be unfit for occupancy and to remain vacant and unoccupied;
- (m) the mortgagee or other authorized party has secured or winterized the property due to the property due to the property being deemed vacant and unprotected or in danger of freezing;
- (n) a written statement issues by any mortgagor expressing the clear intent of all mortgagors to abandon property;
- (o) any other reasonable indicia of abandonment.

b. Registration of Vacant and Abandoned Properties.

1. A Creditor filing a summons and complaint in an action to foreclose on a Vacant and Abandoned property, or a Creditor who has previously filed a summons and complaint to foreclose on a residential property which subsequently becomes Vacant and Abandoned, shall within thirty (30) calendar days after the building becomes Vacant and Abandoned or within thirty (30) calendar days after assuming ownership of the Vacant and Abandoned property, whichever is later; or within ten (10) calendar days of receipt of notice from the Township, and annually thereafter, file a registration statement for such Vacant and Abandoned property with the municipal clerk on forms provided by the Township for such purposes. Any failure to receive notice

by the Township shall not constitute grounds for failing to register the Vacant and Abandoned property.

2. Each Vacant and Abandoned property having a separate block and lot number as designated in the official tax maps of the Township shall be registered separately.

3. The registration statement shall include name, street address, telephone number, and email address (if applicable) of a person twenty-one (21) years or older, designated by the Creditor as the authorized agent for receiving notices of code violations and for receiving process in any court proceeding or administrative enforcement proceeding on behalf of such Creditor in connection with the enforcement of any applicable code.

4. The registration statement shall include the name, street address, telephone number, and email address (if applicable) of the firm and the actual name(s) of the firm's individual principal(s) responsible for maintaining the Vacant and Abandoned property. The individual or representative of the firm responsible for maintaining the Vacant and Abandoned property shall be available by telephone or in person on a twenty-four-hour per day, seven-day per week basis. The two entities may be the same or different persons. Both entities shown statement must maintain offices in the State of New Jersey or reside within the State of New Jersey.

5. The registration shall remain valid for one year from the date of registration except for the initial registration except for the initial registration which shall be valid through December 31st of the year in which it was filed. The Creditor shall be required to renew registration annually as long as the building remains Vacant and Abandoned and shall pay a registration or renewal fee in the amount prescribed in Paragraph c. of this Section for each Vacant and Abandoned property registered.

6. The annual renewal shall be completed by January 1st each year. The initial registration fee shall be prorated for registration statements received less than ten (10) months prior to that date.

7. The Creditor shall notify the municipal clerk within thirty (30) calendar days of any change in the registration information by filing an amended registration an amended registration statement on a form provided by the municipal clerk for such purpose.

8. The registration statement shall be deemed prima facie proof of the statements therein contained in any administrative enforcement proceeding or court proceeding instituted by the Township against the Creditor.

c. Fee Schedule

The initial registration fee for each Vacant and Abandoned property under the provisions of this Section shall five hundred (\$500.00) dollars. The fee for the first annual renewal shall be one thousand five hundred (\$1,500) dollars and the fee for the second annual renewal shall be three thousand (\$3,000) dollars. The fee for any subsequent annual renewal beyond the second renewal shall be five thousand (\$5,000) dollars.

Vacant Property Fee Schedule

Initial registration	\$ 500.00
First renewal	\$1,500.00
Second renewal	\$3,000.00
Any subsequent renewal	\$5,000.00

d. Creditor Responsibility for Vacant and Abandoned Properties.

1. A Creditor filing a summons and complaint in an action to foreclose on a residential property within the Township shall be immediately responsible for the care, maintenance, security and upkeep of the exterior of the property, after the property becomes Vacant and Abandoned as defined in this Section.

2. Where a Creditor is located out-of-state, the Creditor shall be responsible for appointing an in-State representative or agent to act on the Creditor's behalf for the purpose of satisfying the requirements of Paragraph d. 1 of this Section. Notice of said representative or agent shall be provided to the municipal clerk pursuant to Paragraph b. 3 and 4 of this Section and pursuant to paragraph (1) of subsection a. of section 17 of P.L.2008, c. 127 (C.46:10B-51).

3. Post a sign affixed to the building indicating the name, address and telephone number of the owner, the owner's authorized agent for the purpose of service of process (if designated pursuant to section 4c of this Chapter", and the person responsible for day-to-day supervision and management of the building, if such person is different from the owner holding title or authorized agent. The sign shall be of a size and placed in such a location so as to be legible from the nearest public street or sidewalk, whichever is nearer, but shall be no smaller than 18" x 24".

e. Property Inspection and Notice

1. After filing a registration statement or a renewal of a registration statement, the owner of any vacant property shall provide access to the Town to conduct an exterior and interior inspection of the building to determine compliance with the municipal code following reasonable notice, during the period covered by the initial registration or any subsequent renewal.
2. The enforcement officers designated in this Section shall be authorized to issue a notice to a Creditor that has filed a summons and complaint in an action to foreclose on a residential property within the Township, if the enforcement officer determines that the Creditor has violated this Section by failing to provide for the care, maintenance, security, and upkeep of the exterior of a Vacant and Abandoned property. Where a Creditor is an out-of-State Creditor, the notice shall be issued to the representative or agent that has been identified by the Creditor pursuant to Paragraph d. 2 of this Section and paragraph (1) of subsection a. of section 17 of P.L.2008, c. 127 (C.46:10B-51).
3. The notice referenced in Paragraph e. 2 of this Section shall require the Creditor to correct the violation(s) within 30 days of receipt of the notice, or within 10 days of receipt of the notice if the violation presents an imminent threat to public health and safety.
4. The issuance of a notice pursuant to Paragraph e. 2 of this Section shall constitute proof that a residential property is Vacant and Abandoned for the purposes of this Section.
 - f. Enforcement Officers.

The duty of administering and enforcing the provisions of this Section is conferred upon the municipal clerk, construction official, zoning officer, housing officer, health officer, township police, and any other duly appointed representatives.
 - g. Violations and Penalties.
 1. A Creditor subject to this Section that is found by the municipal court of the Township, or by any other court of competent jurisdiction, to be in violation of the requirement to correct a care, maintenance, security, or upkeep violation cited in a notice issued pursuant to this Section shall be subject to a fine of \$1,500 for each day of the violation. Any fines imposed pursuant to this paragraph shall commence 31 days following the receipt of the notice, except if the violation presents an imminent risk to public health and safety, in which case any fines shall commence 11 days following receipt of the notice.
 2. An out-of-state Creditor subject to this Section that is found by the municipal court of the Township, or by any other court of competent jurisdiction, to be in violation of the requirement to appoint an in-State representative or agent pursuant to this Section shall be subject to a fine of \$2,500 for each day of the violation. Any fines imposed on a Creditor for the failure to appoint an in-State representative or agent shall commence on the day after the 10-day period set forth in paragraph (1) of subsection a. of section 17u of P.L.2008, c. 127 (C.46:10B-51) for providing notice to the municipal clerk that a summons and complaint in an action to foreclose on a mortgage has been served.
 3. A Creditor subject to this Section that is found by the municipal court of the Township, or by any other court of competent jurisdiction, to be in violation of the requirement to register a Vacant and Abandoned property pursuant to Paragraph b. of this section shall be subject to a fine not exceeding two thousand (\$2,000.00) dollars. Any fines imposed on a Creditor under this Paragraph shall commence 11 days following receipt of notice from the Township pursuant to this Section shall be utilized by the Township for municipal code enforcement purposes.

II

REPEAL

All ordinances or parts of ordinances inconsistent with this ordinance are hereby repealed to the extent of such inconsistency.

III

SEVERABILITY

If any section, subsection, clause or phrase of this ordinance is held to be unconstitutional or invalid for any reason, such decision shall not affect the remaining portions of this ordinance.

Mr. Watters made a motion to approve Ordinance 2015-13, which was seconded by Mrs. Korczukowski.

Ayes: Mr. Misertino, Mr. Watters, Mrs. Korczukowski, Mayor Clancy

Nays: None

Absent: Mrs. Kocher

Abstain: None

Executive Session: personnel matter dealing with Contractual Employee and Contractual matter dealing with Police contract at 8:45pm

Mr. Watters made a motion to enter into Executive Session at 8:45 pm, which was seconded by Mr. Misertino.

Return from Executive Session at 9:27 pm.

Roll Call: Mr. Misertino, Mr. Watters, Mrs. Korczukowski, Mayor Clancy

Mr. Lavery, Esq. stated that during Executive Session the Committee discussed a personnel matter dealing with a Contractual Employee and Contractual matter dealing with Police contract, copies of these minutes will be available as soon as the Committee feels they are no longer a harm to the public interest.

Return from Executive Session

Mr. Misertino indicated that there have been numerous recreation fee refunds issued, he suggested setting a deadline for getting a refund. Future registration forms need to include this deadline. Also, recreation online registration system and Township emails need to be moved to a new provider.

Mr. Watters mentioned Land Use Board meeting and Open Space meeting awaiting the non-profit status. Architect for church roof approved which will go out to bid.

Mr. Clancy mentioned the police door was installed. Police went live with Infoshare so existing internet can be shut down.

Ms. Hrebenak provided timeline for Township office window replacements. Also work needed on meeting room and foyer ceiling/skylights.

Mr. Clancy asked if we could pay company doing lettering as they require payment up.

Mr. Farino offered to allow vendor to bill him then the Township could provide reimbursement via voucher.

COMMITTEE PERSON COMMENTS:

Mrs. Korczukowski made a motion to adjourn the meeting at 9:36 pm, which was carried by all.